



SENIOR CITIZENS ADVISORY BOARD AGENDA

Tuesday January 18, 2011 • 8:30 A.M. • San Bruno Senior Center

WELCOME TO OUR ADVISORY BOARD MEETING . . .

If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC DISCUSSION. Please state your name and address; if you are representing an organization, please state the name of the organization.

In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us **48** hours prior to the meeting (616-7150).

CALL TO ORDER (NOTE: State Law, known as the "Brown Act", prohibits the Advisory Board from discussing or acting upon any matter that is not on the agenda. Non agenda issues, raised by members of the public or by the Advisory Board, may, at the discretion of the Advisory Board, be scheduled for consideration at future meetings.)

APPROVAL OF MINUTES

A. TREASURER'S REPORT December 2010

B. SUGGESTION BOX:

C. UNFINISHED BUSINESS:

D. COMMUNICATIONS:

1. Thank you letter to AARP Chapter 2895
2. Thank you letter from Mills-Peninsula Senior Focus
3. Holiday Light Tour letter from Lyn Ward

E. STAFF REPORTS:

1. Senior Center Participation 2006 to 2010 Graph
2. **Mary E. Tessier** – December Recreation Report
3. **Susan Mrsny** – December Outreach Report
4. **Mary E. Tessier** – December Class Participation Report

F. COMMITTEE REPORTS

1. Program Committee
 - a. Minutes of the January 10, 2011 Meeting
Recommendation to allow Sean McGee to facilitate a Socrates Café at the Senior Center.
2. Special Events Committee
 - a. Minutes of the January 3, 2011 Meeting
I: Recommendation to cancel Bingo and any classes in the Multi-Purpose Room after the New Year's party next

year and that we book three hours of music for the party.

II. Recommendation to have a Spring Talent Show.

3. Volunteer Committee
 - a. Minutes of the December 15, 2011 Meeting

G. NEW BUSINESS:

1. Nominations for Senior Citizens Advisory Board.
2. Staff report - Allocation of funds to purchase a wireless Cisco 7921G IP phone for Reception Desk.

H. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

I. ADJOURNMENT:

***** POSTED PURSUANT TO LAW *****

Checking Account Balance 11/31/2010	\$ 54,774.37	
Income checking account	\$ 0.40	
check	\$ (191.43)	
Fee	<u>\$ (5.00)</u>	
Checking Account Balance 12/31/2010		\$ 54,578.34
Amount held at City of San Bruno 11/31/2010	\$ 72,343.12	
Deposit made to City account	\$ 361.15	
Deposit made to City account	\$ 191.60	
Deposit made to City account	\$ 71.40	
	<u></u>	
Amount held at City of San Bruno 12/31/2010		\$ 72,967.27
TOTAL NET WORTH		\$ 127,545.61



CITY OF SAN BRUNO
SENIOR CENTER

December 15, 2010

San Bruno AARP Chapter 2895
Melba Smith, Corresponding Secretary
110 Siskiyou Court
San Bruno, CA 94066

Dear Friends,

The San Bruno Senior Center's not-for-profit Nutrition Program thanks you for your generous donation of \$1000 to support the programs that provide information, referral services, congregate lunches and transportation at the Senior Center.

Once again, we thank you for your support.

Sincerely,
Nutrition Site Council of San Bruno

A handwritten signature in black ink, appearing to read "Wendy Mines", is written over the typed name.

Wendy Mines
Recreation Services Manager

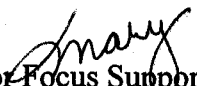
Cc: Senior Advisory Board



*Mills-Peninsula
Senior Focus*

1720 El Camino Real,
Suite 10
Burlingame, CA 94010
(650) 696 3660
(650) 696 3633 Fax

December 20, 2010

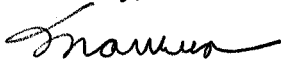

Dear Senior Focus Supporter,

I am very pleased to inform you that the Peninsula Health Care District has granted an award of \$260,000 for the 2011 fiscal year to Senior Focus. Although this was not the full amount of \$320,000 that was requested, we are very pleased to have this funding.

I'm writing to thank you for your important role in helping us to win this grant. We know that the District had considered reducing or even eliminating their funding of Senior Focus. We believe that the presence of so many supporters at the October Board Meeting and the compelling testimony of some participants and community members made a strong impression on them. Also, the many wonderful, heartfelt, and detailed letters sent by many were very effective in educating them about the importance of the care that Senior Focus provides.

There will be an awards ceremony, followed by a reception, on Thursday, January 27, 2011 at the San Mateo City Council Chambers at 5:45pm. Please join the staff of Senior Focus, and other award winners, to share in the honor of our award and to celebrate with us. We couldn't have done it without your support! Thank you for that and Happy Holidays to you and your family.

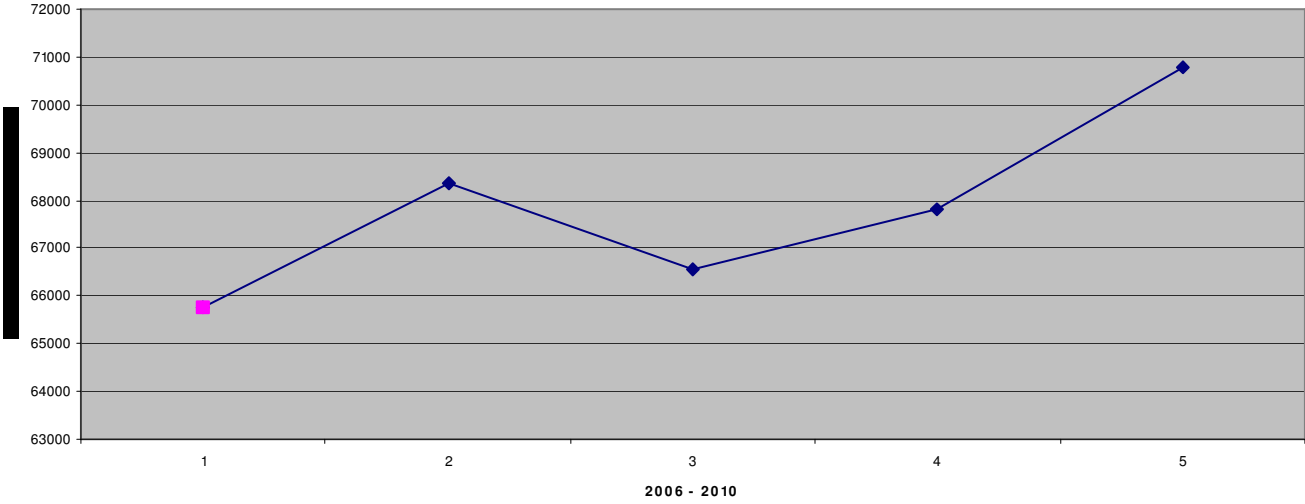
Sincerely,



Maureen Dunn, MSW
Director, Senior Focus

Thank you for attending the meeting!

SENIOR CENTER PARTICIPATION 2006 - 2010



DATE: January 13, 2011
TO: Senior Advisory Board
FROM: Senior Center, Mary E. Tessier
SUBJECT: Recreation Items

December

12/3/10: Parkside Singers: 30 people listened or sang-along to carols from the Parkside School Glee Group.

12/14 & 20/10: Christmas Light Trips: Our drivers treated 39 seniors or caregivers to excursions at Pier 39 followed by evening Christmas light tours. This is an annual event for our regular bus riders.

12/17/10: Holiday Party: 230 people enjoyed two hours of dancing to the "The Swing Shift Band", a visit and photos with Santa and a ham luncheon.

12/29/10: "End of Year" Party: 240 people joined in this festive celebration, which included dancing to the "Knights of Nostalgia" Band, a Stuffed Pork Loin lunch and a Noon Champagne Toast. Rudy Paquette led line dances during the band intermission.

Membership Program: Renewals for the 2011 Membership Program were handed and sent out to members who usually renew in December/January.

Bocce Leagues: The Fall Leagues ended this month. Several games had to be cancelled due to an early rainy season.

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DATE: January 5, 2011

TO: San Bruno Senior Citizens Advisory Board

FROM: Susan Mrsny

SUBJECT: Monthly Outreach Report

Information/Referral: During the month of December (48) Forty-Eight individuals were assisted with a variety of information and referral needs.

Housing: Seven people were referred to Human Investment Project. (HIP) Some individuals needed counseling for Reverse Mortgage on their homes. Referrals were given for Assisted Living and Retirement Centers.

Health: Five individuals had questions pertaining to Home Health Agencies on how to hire a caregiver for a loved one, as well as questions on Dementia and Alzheimer's.

Legal: Seven referrals were made to Legal Aid Society of San Mateo. Referrals were for questions on how to set up a trust, as well as declaring bankruptcy.

Referrals to Social Worker:

Three people were referred to San Mateo County Social Worker with questions and concerns. Two individuals who are non-residents of San Bruno needed assistance with their questions.

Community Outreach:

Three people were assisted on an individual basis through residential outreach. The assistance involved work with Lifeline, conferring with Home Health Agencies, Meals on Wheels.

Shopping/Food:

Four individuals with frailties were assisted with shopping needs through a program called S.A.S.H. (Shopping Assistance for Seniors who are Homebound), as well as referrals to Second Harvest Food Bank. This program provides a supplemental bag of groceries for low-income seniors.

Insurance:

Four people were assisted with questions and concerns regarding medical insurance and Medicare, as well as Long Term Care Insurance.

Information/Referral:

Fifteen people requested assistance with a variety of questions. Many referrals were made for Transportation issues, Minor Home Repair Program, Notary referral, Tax Assistance, Senior Employment.

DRAFT

SPECIAL EVENTS COMMITTEE

January 3, 2011

Members in attendance were Raoul Epling, Barbara Luzaich, June Wydler, Dorothy Carmichael, Marie Samora, Elisa Geraldi and Marilyn Levene. Mary Tessier was in attendance.

1. Minutes from the previous meeting were accepted as written, except for the spelling of Marilyn's last name.
2. **Sunday Programs:** The First Sunday Line Dance in December had 43 people. 70 people attended the Third Sunday Dance in December, which was held on the second Sunday. There were 38 people at the Last Sunday Dance.
3. **Trips:** Jackie's next trip is to Cache Creek in January. June's Christmas Reno trip profited \$402. Sign-ups for her "Spring Fling" trip to Colusa on March 20-21, 2011 are slow. 56 people are going on the trip to "Forever Tango" on Wednesday. Dorothy's New Year trip profited \$360. Barbara's next Reno trip is in March. Marilyn has 44 people for her overnight trip to Chukchansi on February 13-14, 2011.
4. **Birthday Club:** There were 56 people at the Birthday Club in December for a profit of \$102. 41 people are signed up for January so far.
5. **Happy Hour:** The Advisory Board approved that we have two Happy Hour Parties in 2011. The Happy Hours will possibly be held in April and September when there are fewer parties.
6. **New Years Party:** There were approximately 240 people at the "End of Year" Party on Wednesday, December 29th. The party was very successful, but it was too hard to clear the room for the afternoon activities and the Bingo players were trying to rush the New Year diners. ***The Committee recommends that we cancel Bingo and any classes in the Multi-purpose Room after the New Year's Party next year and that we book three hours of music for the party.***
7. **Talent Show:** There was a suggestion to Mary from one of our Senior Center members to have a Spring Talent Show. Raoul is willing to host another show in addition to the one in the Fall and the group thought there would be enough talent and interest to fill two shows. ***The Committee recommends that we have a Spring Talent Show.***
8. **The next Special Events Meeting will be on Monday February 7, 2011 at 1:00 PM.**

Draft

PROGRAM COMMITTEE

January 10, 2010

Members in attendance were Loretta Groulx, Bill Goff, Carmen Attard and Geri Williams. Wendy Mines was in attendance and took the minutes.

1. Minutes for the December meeting were approved as written.
2. **The movie** for the month will be "Secretariat". There were at least 20 people who saw "Babies" last month. Great choice.
3. **Programs:** Manny's Karaoke class will begin January 24th from 3 – 5 pm. The drop-in fee will be \$5/ \$6 for non-residents. All Adult Education classes have begun again after the winter holiday break. The AARP-Sponsored Tax preparation assistance program is about to begin. People are reserving their appointments with counselors. The Wednesday night Zumba class is now a Recreation Class. Residents will pay \$10 and \$13 for non-residents. The "Coping with Change" support group will end after January. Pyramid Alternatives no longer has the funding to continue sponsoring the program. Sean McGee, a resident of San Bruno would like to facilitate a Socrates Café workshop at the Senior Center. There would be no fee for participants. Several years ago, Christopher Phillips facilitated an intergenerational Socrates Café for people from the senior center and children from Rollingwood. It was well attended, and an opportunity for people to have philosophical discussions about a variety of topics. **The program committee recommends that we allow Sean McGee to facilitate a Socrates Café at the Senior Center.**
4. **Presentations:** The Staff Attorney for the Senior Advocates Program at the Legal Aid Society will do a presentation on their "Free Legal Services & Financial Safety for Seniors" on Friday, January 21, 2011. On January 19th, a student from Stanford School of Medicine will give a very brief presentation about a research project that examines skin and DNA from participants to find genes that prevent skin aging.
5. **The next Program Committee meeting will be Monday FEBRUARY 14, 2011 at 10:00 a.m.**

DRAFT

VOLUNTEER COMMITTEE

December 15, 2010

Members in attendance were: Frank Beare, Tina Beare, Elisa Geraldi, Tony Geraldi Ruth Pallas and Lillian Waters. Mary Tessier was also in attendance.

1. Minutes from the previous meeting were accepted as written.

2. **Volunteer Party:**

The Committee agreed that the date of Saturday, February 26, 2011 will work for the party.

The **theme** will be Mexican.

The **menu** will be a typical Mexican meal such as enchiladas, beans, rice and salad. We will look into “La Tapatia” for some of the food in combination with Gloria’s cooking. One idea for dessert is flan. We might have appetizers when people arrive. There are good variety packs from Costco. The group thought a Margarita machine would be fun with alcoholic and virgin drinks. John Marshall has a machine that we can inquire about.

Decorations should be easy to find for this theme. We can order them from a catalogue or find them at the Party or Dollar Store. Some of the Committee members will look at the Dollar Store and Mexican stores for **gift** ideas. One idea is a wrapped Mexican pastry.

Ideas for the **entertainment** are a Mariachi Band and The “Ballet Folklorico” Dance Groupe. Gloria has a business card for one Mariachi Band. Ruth will make a draft of an **invitation** for the next meeting. The group decided that volunteers should be introduced by jobs, instead of by name. We will have stickers for volunteers to write their first name and job. The mayor will be given a list of all the different jobs at the center, plus “other things in the community”.

The next Volunteer meeting will be on Wednesday, Jan. 19th at 10:15 am.

DATE: January 18, 2011

TO: San Bruno Senior Citizens Advisory Board

FROM: Wendy Mines, Recreation Services Manager

SUBJECT: Receive report and authorize the allocation of funds from the Advisory Board Trust Fund to purchase a wireless Cisco 7921G IP phone for the reception desk at the Senior Center.

BACKGROUND:

Approximately 300 people use the Senior Center each day for classes, programs, information and to just connect with friends. Occasionally, one of these Senior Center participants has a medical emergency that requires immediate attention. In order to send the proper care, a 911 dispatcher needs information about the individual requiring attention. Because the telephones at the Senior Center are connected to walls and are not portable, the person giving the dispatcher information cannot get close enough to the "patient" to know his or her condition. Is he/she conscious, bleeding, breathing or disoriented? The dispatcher also tries to give the caller instructions on how to care for the "patient."

During an emergency, it is imperative that the person speaking to the dispatcher be able to communicate with the person needing the immediate attention. A wireless, hand-held phone would make it possible for staff to help people more effectively.

DISCUSSION:

When the new Cisco phone system was installed throughout the city, staff requested a wireless system for the reception desk area in order to handle the 911 emergencies. After some investigation, it was determined by the Information/Technology department that a wireless system is too costly.

Senior Center staff tried to resolve the problem by purchasing an inexpensive wireless phone to connect with the fax and security system outside line. A phone was placed at the reception desk, but, in emergencies, the staff and volunteers used the familiar Cisco phone that is connected to the wall. The portable extension has a different phone number than the Senior Center main number and calls cannot be transferred from that phone to the kitchen or any other part of the facility.

Recently, the Information/Technology department found a less-expensive way to provide departments with a wireless phone unit. One of those units is now located in San Bruno's Library. The phone provides the mobility needed when staff requires phone access in areas of the Library not serviced by a desk phone. Since this phone is connected to the City's Cisco phone network, it has all of the features currently in use such as transferring, forwarding, voicemail, Caller-ID, conference calling, etc. Also, in the event of an emergency, the phone can be carried to any part of the building where it is required.

FISCAL IMPACT:

The Cisco Access Point is approximately \$500. The cost for engineering and programming is \$300 - \$450. The Cisco 7921G IP phone charger and maintenance is \$470. Total cost for one phone at the reception desk at the Senior Center is approximately \$1,420.

ALTERNATIVES:

1. The Senior Center could continue to use the phone system that is currently in place
2. The Advisory Board could recommend purchasing units for the reception desk and the kitchen.

RECOMMENDATION:

Receive report and authorize the allocation of funds from the Advisory Board Trust Fund to purchase a wireless Cisco 7921G IP phone for the reception desk at the Senior Center.